

Office of the Adequate Education Suruhanu  
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Dominic Terlaje  
 Education Suruhanu

September 10, 2009

MEMORANDUM

TO: Superintendent of Education  
 FROM: Education Suruhanu  
 SUBJECT: FBLG

30-69-1101  
 Office of the Speaker  
 9/10/09  
 2009 SEP 11 AM 11:15 AM  
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Dear Dr. Bretania Underwood:

My office received a complaint from a parent of student who attends FBLG. The parent indicated that on September 4, 2009, her child and other students at FBLG were left in the hallway during their 4<sup>th</sup> period social studies class because no teacher was available and that the students were being watched by a school aide. In addition, the same parent indicated that there were approximately 300 students in the cafeteria because several teachers were absent from school on September 4, 2009.

On September 4, 2009, I contacted Mr. Egrubay, the Assistant Principal at FBLG and he confirmed that approximately nine teachers were absent on Friday the 4<sup>th</sup>. He also indicated that students were asked to report to the cafeteria on that day because of the shortage of personnel. He indicated however, that lesson plans were provided for each class and that such lesson plans were executed accordingly. Mr. Egrubay was not able to provide any comment on the report indicating that students were observed sitting in the hallway during the 4<sup>th</sup> period class because of the absence of the teacher but he indicated that he would look into this issue. Mr. Egrubay also informed me that school policy is to assign a school official to cover the class where a teacher may be absent. However, he also indicated that students may be required to report to the cafeteria in the event the school experiences a severe shortage of school aides, custodians, teachers, and various other school personnel who may be out on sick leave or on long term leave on any given day.

I also received a complaint from the same parent who indicated that the individual currently assigned to teach a LOTE class is not a certified teacher. On September 8, 2009, I met with Mr. Mark who confirmed that the teacher who was recently assigned to the LOTE class is not a certified teacher. However, Mr. Mark indicated that a certified teacher has recently been selected to fill the LOTE position and is expected to report to the school either this week or sometime next week.

During the course of the investigation into the above-mentioned matters, I did not find students reporting to the cafeteria or sitting in hallways. The administration indicated that although there were some teacher absences and school personnel absences on the day I visited, they indicated that there were enough school personnel available to cover such absences for this particular day. However, on days like Friday where several absences were reported, the administration indicated

that it was much more difficult to cover each particular class and thus, students were required to report to the cafeteria in order to effectively provide for coverage of all the classes that may have been without a teacher that day. Please be advised that although FBLG indicated that they are responding as best as they can considering the personnel shortages that they may face on any given day, the school administration must continue to ensure that all efforts are exhausted in having the students remain in the classroom and that instruction be provided. In addition, the school must ensure that it adheres to policies and/or procedures concerning supervision of students on campus during times where the school may experience a shortage of personnel.

During my visit to the school, at approximately 9:30 a.m., I also observed the following discrepancies: 1) The boys restroom located in the cafeteria did not have any toilet tissue, some of toilet tissue holders were in disrepair or missing, and paper towel dispensers were empty; 2) The girls restrooms located in the cafeteria was missing some toilet tissue dispensers, the supply of paper towels was quite low, some ceiling tiles were missing, some ceiling tiles were not properly positioned within the frame, a portion of the ceiling tile frame was dangling from the ceiling, and a ceiling light fixture shield was not properly secured to the light fixture. The above-mentioned discrepancies present health, sanitary, and safety issues which are considered violations of the school sanitation code as well as the 14 Points of P.L. 28-45. Such discrepancies should be corrected immediately and efforts should be taken to monitor the restrooms more frequently and report any noted problems as necessary. Please ensure that the school adheres to its policy concerning the monitoring of the student common use restrooms. The school's policy in part states that monitoring of the student common restrooms will occur at 30 minute intervals and will become part of the fire-watch<sup>1</sup> daily routine. Please ensure that such policy is strictly adhered to in the school's efforts to comply with the school sanitation code as well as the 14 Points of P.L. 28-45 and more importantly, because of the literature GDOE has distributed concerning the H1N1 advisory letters wherein GDOE recommends the washing of children's hands with soap as a measure to protect one from getting sick. Such recommendation would imply that GDOE is providing the necessary supplies for the students to accomplish this task all times of the school day.

I also discovered that an electrical outlet in the band room was experiencing a problem as a result of water dripping from the ceiling down a wall and eventually contacting the electrical outlet. The water coming into the classroom is caused by a leak in the roof. The band teacher indicated that sparks were observed coming from the outlet as the water contacted the outlet. On September 3, 2009, the school submitted an urgent work request to GDOE maintenance. A copy of such work request is attached. However, GDOE maintenance has not responded to such urgent request until I called Mr. Gerald Tainatongo from GDOE maintenance to report the problem on September 8, 2009. On September 9, 2008, Mr. Tainatongo reported that the matter was rectified by removing the outlet from the wall. Please be advised that the work request indicated the urgency of such matter. In addition, the work request clearly stated URGENT in bold type and it also stated safety hazard with exclamation marks. However, GDOE failed to respond to such URGENT request as of September 7, 2009 and it is not clear whether or not the GDOE safety office was informed of this problem. Please be advised that water seeping into a live electrical outlet which produces visible sparks is a serious matter that should have been addressed immediately upon receipt of the work request. GDOE must ensure that measures are taken to immediately address any credible reports of work requests indicating urgent and/or safety hazards. I recommend that GDOE officials discuss this matter with GDOE maintenance personnel to determine why this serious matter was not addressed immediately upon receipt of such work request and that procedures be implemented to better respond to such work requests. In addition, I recommend that school officials contact

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<sup>1</sup> Please refer to the GFD fire watch program and contact the GDOE Safety Office to determine whether or not the individual assigned to perform fire watch duty for the day may be allowed to perform other duties while on active fire watch duty.

GDOE Maintenance personnel and the GDOE Safety Office immediately upon submitting any work request indicating a possible safety hazard for their review, response, and/or action. In addition, GDOE's Maintenance division and GDOE's Safety Office should provide immediate feedback to the school official concerning any such work request. It is very important that all necessary parties are properly informed of any matters that may require their attention.

Although the electrical outlet problem in the band room has been corrected, there remains a serious problem with water leaking into the band room and other classrooms. As you know, one of the discrepancies cited by Public Health in the March 26, 2009 inspection was the presence of water leaks in many of the classrooms which resulted in the closure of two classrooms which remain closed at this time. During the visit to the school on September 8, 2009, however, I observed four other classrooms with evidence of water leaking into the classroom. In room B-2 and B-3, I observed water dripping from the ceiling into trash receptacles that were spread throughout the classroom. In addition, there are signs of water damaged ceiling tiles and evidence of water building up from the ceiling hanging downward in the direction of the floor like an icicle—similar to a stalactite. I also observed evidence of water leaking into classrooms D-5 and D-6 from the ceiling and I observed evidence that water is collecting on the floor at various locations in such rooms. In addition, I also observed several ceiling tiles with evidence of water stains and mold and/or mildew. I was also informed that such rooms are currently being used for instruction at this time. I recommend that the ceiling tiles be replaced immediately and that any and all visible signs of mold and/or mildew growth be thoroughly and properly cleaned and/or removed immediately.

I also observed evidence of a major water leak into a room where student registration occurs. Such room is located adjacent to the counseling offices. I observed the back wall and floor with evidence of heavy water stains. In addition, the individual who is assigned to perform student registration duties indicated that when it rains heavy, water collects on the floor and that such water has to be removed by sweeping the water into a crack in the floor located at the base of the wall inside such room. I also observed that electrical extension cords lying on the floor that are being used to supply electricity to equipment in the room. It has come to my attention that water has been leaking into this room for approximately three years and that work requests have previously been submitted reporting the problem. Although this room is not a classroom, students and parents often visit such office to address registration issues as necessary. Please be advised that there may be serious safety issues within this room that require immediate attention. Student safety as well as the safety of others is a major concern and to allow students, parents, and others to be in this room in its current state of repair should not be tolerated and is unacceptable. I strongly recommend that the registration office be immediately re-located to a more suitable location and that such office space no longer be used until all water leaks have been repaired and until the room has been thoroughly and properly cleaned.

As you may know, Public Health previously ordered some classrooms closed during the March 2009 inspection of the school as a result of water leaking into the classrooms from ceiling leaks. Please be advised that the leaks observed on September 8, 2009 are very similar to the leaks observed in the March 2009 inspection and because of such similarities, I believe that such classrooms may be subject to closure. Therefore, I strongly recommend that work to repair such leaks begin immediately in order to prevent the possibility of closure of any classrooms observed to have evidence of severe water leaks. I have been informed that a contractor has been selected to perform roof repairs and I recommend that GDOE officials encourage such contractor to immediately address the numerous problems with the FBLG campus roof leaks. I recommend that any such repair work should first be conducted on the classrooms where students are present and then address all other areas as necessary.

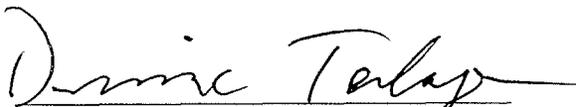
Other discrepancies noted during my visit to the school involved air conditioning drain water spilling onto the hallway floors and exposed rebar in ceilings of the 7 C quad hallways. Such discrepancies can be easily observed by simply walking the hallways. Such discrepancies were pointed out to Ms. Garcia during my visit to the school.

I strongly recommend that GDOE address the discrepancies identified and rectify them immediately in order to come into compliance with the 14 Points of P.L. 28-45 as well as with the various other regulatory agencies codes. Please be advised that I did not perform a complete inspection of the school at this time and as such, GDOE is highly encouraged to assess all other classrooms and school facilities in order to identify any other discrepancies and perform corrective action accordingly. I also recommend that a school official be assigned to tour the entire campus on a regular basis noting any health, sanitary, and/or safety issues. Such efforts would enable the school to quickly identify and address any such discrepancies accordingly. However, GDOE maintenance must be able to respond to any such work requests in a timely manner and most especially, to work requests that report a possible safety hazard.

Please submit to my office a proposed plan of corrective action for the repair of the roof leaks including but not limited to a date when such problem will be assessed and/or addressed, the anticipated date in which any such repairs and/or replacements will begin, and the date when such repairs or/replacements would be completed. Furthermore, if any such work has already been performed to address the noted roof leaks, submit to my office a detailed report indicating the status of any such repairs and/ or corrective action performed.

Thank you for your immediate attention to this matter. If you have questions, please do not hesitate to contact my office.

Respectfully Yours,

  
Dominic Terlaje

(Attachment)

**Cc:**

Honorable Speaker Judith T. Won Pat, Ed.D., 30<sup>th</sup> Guam Legislature  
Arlene Unpingco, Deputy Superintendent  
Fred Nishihira, GPSS Legal Counsel  
Chairman, Guam Education Policy Board  
Ulric Mark, School Principal  
Billy Cruz, GDOE Facilities and Maintenance Manager  
Bruce Williams, GDOE Safety Officer

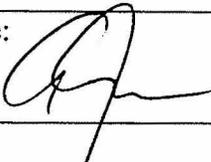


**GUAM PUBLIC SCHOOL SYSTEM**  
**Facilities and Maintenance Division**  
**P.O. Box DE Hagåtña, Guam 96932**

**FAX ALL WORK REQUEST TO 472-7040/477-5429(Air Con)**

**WORK REQUEST FORMS**

\*\*\*\*Please Print Clearly\*\*\*\*

Work Request Order No.: 574		Date requested: September 3, 2009
School/Division: 4032FBLG (SY09-10)		Requested by: Toni Garcia
MSO Number:	RPO:	Signature: 
	Keyed:	

*Nature of Work Request (Be specific provide Sketch)*  
**One Request per Work Request Form**

Structural		← Please Check Mark Section In this Column  Building/Wing: ( F WING )  Room Number/Office Name: ROOM F2  * * * * * IDENTIFY THE PROBLEM * * * * *  <p align="center"><b>URGENT!</b></p> SECURE WALL OUTLET BACK OF BAND ROOM OUTLET IS SPARKING DUE TO ROOF LEAKS.  SAFETY HAZARD!!
Carpentry		
Plumbing		
Electrical	X	
Refrigeration/Air Conditioning		
Audio Visual Multi-Media		
Welding /Fencing		
Locksmith		
Mechanical/Auto		
CIP		
Contracts/Cafeteria Equip.		
Self-Help		
Other: POL (Gasoline)		

**OFFICIAL USE FOR FACILITIES & MAINTENANCE DIVISION ONLY (Do Not Write Below)**

<input type="checkbox"/> Approved  _____ <b>Kenneth L. Calvo</b> Facilities & Maintenance Manager	Issued to: <input type="checkbox"/> Roy Aguon <input type="checkbox"/> Billy P. Cruz <input type="checkbox"/> Leonardo Narciso <input type="checkbox"/> Roke Flores <input type="checkbox"/> Richard Perez <input type="checkbox"/> Wayne Diaz <input type="checkbox"/> Selvino Masga <input type="checkbox"/> Other: _____	<input type="checkbox"/> Jose Benavente (CIP) <input type="checkbox"/> Carlos Ituralde <input type="checkbox"/> Danny Camacho <input type="checkbox"/> JR Estella <input type="checkbox"/> Mike Romero <input type="checkbox"/> Rick Villagomes
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